

### USE OF THE NEWPORT BEACH PUBLIC LIBRARY

The Newport Beach Public Library is open to all members of the general public without restriction. Customers may remain in the library during posted business hours to use the services, material or facilities for reading, studying or obtaining information. However, customers may be directed to leave the library with or without advance warning, when their behavior disrupts other customers or staff, or is inconsistent with library purposes.

A. The following behavior will invite a reminder from staff that such conduct is prohibited in the library. Customers who continue to engage in these activities will be asked to leave the facility:

1. Smoking or sleeping;
2. Eating or drinking food or beverages in such a manner that customers or staff are made uncomfortable.
3. Not wearing shoes;
4. Wearing cleats, skates, rollerblades or other items that could damage the facility;
5. Creating an unreasonably loud noise such as loud talking or banging on furniture;
6. Using audible devices without headphones or with headphones set at a volume that disturbs others. Using cell phones, pagers, and other communication devices in a manner that disturbs others. Audible cell phone and pager ringers must be turned off.
7. Interfering with other customers' use of library facilities or staff's ability to perform their duties;
8. Soliciting or collecting funds (except for staff's collection of overdue fines, fees, proceeds of book sales, rentals, and library donations);
9. Bringing animals into the facility except service animals such as guide dogs;

10. Failure to use library computers or other information resources in the manner directed, e.g., use of computers over the time limit when others are waiting; refusal to provide access to limited reference materials when others are waiting.
  11. Bringing any containers, packages, briefcases, parcels, or bundles into the library which singly or collectively exceed 24"x18"x6". All items are subject to inspection.
  12. Bringing shopping carts or wheeled conveyances into the building, with the exception of wheelchairs and baby strollers/carriages used for the actual transport of a person or child or wheeled backpacks and book carriers not exceeding 24"x15"x12" (excluding handles).
  13. Bringing sleeping bags, bed-rolls, or blankets into the building (blankets for small children are acceptable).
- B. The following behavior is illustrative of conduct which will warrant an immediate order to leave the facility:
1. Any physical interference with customers or staff;
  2. Any illegal activity;
  3. Any threatening or abusive language or gesture directed towards customers or staff;
  4. The lack of personal hygiene or use of perfume or fragrance which produces odors that interfere with other customers' use of library facilities or materials or interfere with staff's ability to perform their duties;
  5. The failure to comply with any warning or request to change or stop conduct.

**Amendment approved by the Board of Library Trustees - June 20, 2006.**

**Adopted - January 24, 1994**

**Amended - February 24, 1997**

**Reassigned - April 8, 2003**

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**Amended - May 17, 2005**

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**Amended - October 10, 2006**

**Formerly I-15**